

Cover Letter for Urban Planning Internship

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date: [Insert Date]

Hiring Manager's Name
Company Name
Company Address
City, State, ZIP Code

Dear [Hiring Manager's Name],

I am writing to express my interest in the Urban Planning Internship position at [Company Name] as advertised on [Where You Found the Internship Posting]. I am currently pursuing a degree in Urban Planning at [Your University] and have developed a strong foundation in urban policy, design principles, and sustainable development.

During my studies, I completed a project on [Briefly Describe a Relevant Project or Experience], which enhanced my analytical and problem-solving skills. I am particularly drawn to [Company Name]'s commitment to [Specific Aspect of Company's Work], and I believe my background in [Specific Skill or Knowledge Related to Urban Planning] would make me a valuable asset to your team.

I am eager to contribute to [Company Name] while further developing my skills in urban planning. I would be grateful for the opportunity to bring my passion for sustainable urban development to your esteemed company. Thank you for considering my application. I look forward to the possibility of discussing my application further.

Sincerely,
Your Name